

B. COM SEM 1

SEC-WPS-116

Writing and Presentation Skills

Write down answers of the following questions in brief:

1. Write down the importance and components of writing skills.
2. What are the main principles of good writing?
3. Explain the process of writing in detail.
4. Write down any five types of writing.
5. Explain the structure of the presentation with an example.
6. What is the meaning of presentation? Explain it along with its importance?
7. What are the main components of effective presentations?

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